



BOARD OF SUPERVISORS MEETING
MONDAY, MARCH 16, 2020
6:00 PM

[Susan M. Adams](#), County Administrator

153A Morton Lane, Appomattox, VA 24522
www.AppomattoxCountyVA.gov

BOARD OF SUPERVISORS

Call to Order
Pledge of Allegiance
Invocation - Mr. Hipps
Setting of Agenda

WORK SESSION - 6:00 P.M.

1. [20-1504](#) **WORK SESSION TOPICS for DISCUSSION**

- 1 - Mr. Lacheney, County Attorney will provide an overview of the COIA laws for public officials.
- 2 - Bobby Wingfield, Public Safety Director, will provide a Coronavirus update on local protective provisions.
- 3 - Diana Harvey, Librarian Director, will provide a Coronavirus continuity of operations plan for the Library.

Department: Board of Supervisors, Administration

CITIZEN PUBLIC COMMENT PERIOD

This time is provided by the Board to allow citizens the opportunity to address the Board on issues of importance to the citizen. No individual citizen shall be permitted to address the Board for more than three (3) minutes.

APPEARANCES

These scheduled times are provided by the Board to allow citizens and organizations outside the County Government to discuss matters of importance with the Board.

ACTION ITEMS

2. [20-1522](#) **RZ200071-SMTM Properties LLC**

Mr. Timothy May has proposed to conditionally rezone property located on Ferguson Street. The Planning Commission held a public hearing and voted on a recommendation for his petition at its regular monthly meeting in March. Prior to the Board of Supervisors considering the recommendation, a public hearing must be held.

NOTE: All Public Hearings have been postponed to a later time. Staff recommends the Board to table scheduling of a Public Hearing until a later date "to be determined".

Department: Board of Supervisors, Administration

3. [20-1521](#) **Consideration of Amendments to the Zoning Ordinance**

An ordinance has been prepared in accordance with the recommendation of the Planning Commission to amend the Zoning Ordinance. The Planning Commission voted unanimously to recommend approval of the amendments as presented. The Planning Commission reviewed the comments presented at the February 18, 2020 public hearing and made no changes to the recommendation.

Department: Board of Supervisors, Administration
Documents: [Ordinance for Zoning Amendments March 2020 BoS.pdf](#)

4. [20-1535](#)

School Board/Board of Supervisor Chairs Meeting

At the February 25th Joint work session with the School Board, Dr. Bennett asked if the two Boards were interested in resuming the monthly Chairs' meeting. Through the years, the Board Chairs and Vice Chairs, County Administrator and School Superintendent met to collaborate on various County/School topics.

STAFF RECOMMENDATION: Please advise staff if the Board is interested in resuming monthly meetings or continue with meetings of the entire boards.

5. [20-1536](#)

Department: Board of Supervisors, Administration
Joint School/County Board May Meeting

At the February 25th Joint County/School work session, a consensus of both Boards was to schedule the next joint meeting in May. Please provide dates that the County staff can coordinate with School staff to schedule a joint meeting.

Department: Board of Supervisors, Administration

6. [20-1533](#)

Regional Airport Authority

At the February Board meeting, Andrew LaGala, Airport Director appeared before the Board to discuss Appomattox's interest in participating in a Regional Airport Authority. Amherst County moved to "direct staff to participate in the development of the airport authority's origination so as to protect county interests and flexibility, to the extent possible, before the county decides whether to join such an authority". Lynchburg City is requesting Appomattox, Bedford, Amherst and Campbell Counties' interest in the formation of an Airport Authority.

STAFF RECOMMENDATION: Please advise staff if Appomattox County is interested in participating in the formation of an Airport Authority.

7. [20-1501](#)

Department: Board of Supervisors, Administration
Commissioner of the Revenue Refund Requests

Mrs. Sara Henderson, Commissioner of the Revenue is requesting the following to be reimbursed in the amount of **\$902.55** from line item **1209-5803**.

1) Refund James Maurice Franklin **\$648.38** for 2017 & 2018 Real Estate Taxes. He was assessed for a home close to the Appomattox County and Prince Edward County line that is not his home. We have verified that this home was actually assessed in Prince Edward County and should be assessed in Prince Edward County.

2) Refund Ryan Edward Hix **\$191.94** for second half 2018 personal property taxes. He moved to the City of Lynchburg in 2017.

3) Refund Nicole Bryant **\$62.23** for 2019 personal property taxes. She moved to N.C. in 2018 and purchased the vehicle in October, 2018. It was titled in March 2019 in Virginia.

Staff Recommendation: Please consider the Commissioner of the Revenue's refund request and supplement by consent \$902.55 to line item 1209-5803.

Department: Board of Supervisors, Administration

Documents: [Commissioner of Revenue Refund Requests.pdf](#)

COMMITTEE APPOINTMENTS

8. [20-1534](#) **Piedmont Community Criminal Justice Board**

Appomattox County began representation on the Piedmont Community Criminal Justice Board in October 2015 by appointing Darrel Puckett and Susan Adams as its representatives. Ms. Adams is requesting to be replaced on this Board. According to Renee Maxey, Director, the Board of Supervisors can appoint a representative from the Board of Supervisor member or a citizen, preferably someone who has an interest in criminal justice issues.

STAFF RECOMMENDATION: Appoint a representative to serve on the PCCJB. Ms. Adams spoke with Sheriff Simpson who is willing to represent the County if appointed by the Board. The Board does not have a term limit of service.

Department: Board of Supervisors, Administration

CONSENT AGENDA

The Consent Agenda includes approval of all Bills, Minutes, Supplemental Appropriations, Line Item Transfers, and Fund Transfers. Any item on the Consent Agenda shall be removed from the Consent Agenda at the request of any Board member prior to the vote on the Consent Agenda. Items removed from the Consent Agenda shall be considered by the Board individually in order in which they were removed from the Consent Agenda immediately following consideration of the Consent Agenda.

9. [20-1499](#) **Invoices Submitted For Payment**

Please review the attached invoices and approve for payment:

March 5, 2020	\$32,861.37
March 13, 2020 - CSA	\$210,738.97

March 16, 2020

\$427,361.97

TOTAL:

\$670,962.31

Staff Recommendation: Please review and consider approval of the attached invoices for payment.

Department: Board of Supervisors, Administration

Documents: [3-5-2020 Invoices.pdf](#), [3-13-2020 Invoices - CSA.pdf](#), [3-16-2020 Invoices.pdf](#)

10. [20-1537](#)

Minutes

Please review the following DRAFT minutes for approval:

Tuesday, February 18, 2020 - Regular Scheduled Meeting

Department: Board of Supervisors, Administration

Documents: [February 18, 2020 BOS Meeting Minutes.pdf](#)

11. [20-1500](#)

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5411	Books	\$109.25
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7301-5401	Office Supplies	\$332.75
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7301-5415	Summer Reading	\$125.00
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TOTAL:		\$567.00
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Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

12. [20-1506](#)

Sheriff/Jail/Operations

Please supplement by consent and appropriate the following:

3301-3009	Purchase Services Other Entities	\$43,040.00
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RE: Reimbursement from Blue Ridge Region Jail Authority for FY 2019 per diem redistribution.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

13. [20-1508](#)

Sheriff's Department

Please supplement by consent and appropriate the following:

3102-1002	Overtime	\$366.13
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RE: Reimbursement from the Appomattox County Middle School for (1) deputy to perform security during events.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

14. [20-1514](#)

Department of Social Services

Please supplement by consent and appropriate the following:

5301-2002	VRS	\$11,954.67
5301-2006	Group Life	\$916.92
5301-2002	ICMA-RC	\$1,392.25
TOTAL:		\$14,263.84

RE: Reimbursement for February, 2020 payroll deductions.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

15. [20-1515](#)

E911

Please supplement by consent and appropriate the following:

3606-3005	Maintenance Service Contract	\$5,086.62
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RE: Reimbursement from Everbridge for overpayment.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

16. [20-1517](#)

Commissioner of the Revenue

Please supplement by consent and appropriate the following:

1209-5803	Refunds	\$902.55
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RE: Tax refunds issued by the Commissioner of the Revenue.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

17. [20-1520](#)

Circuit Court Clerk's Office

Please supplement by consent and appropriate the following:

2106-7001	Equipment	\$300.00
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RE: Reimbursement from the State Technology Trust Funds to purchase printer through the Supreme Court of Virginia.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

18. [20-1509](#)

Sheriff's Department

Please transfer by consent **\$36,580.61** from the Courthouse Security Fund and supplement to **3102-1006**.

3102-1006	Courthouse Security Position	\$36,580.61
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Staff Recommendation: Transfer the requested funds from the Courthouse Security Fund and supplement \$36,580.61 to 3102-1006.

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19. [20-1518](#) Department: Board of Supervisors, Administration
Circuit Court - Law Library
Please transfer by consent from the Law Library Fund to the General Fund and supplement the following:
2101-5804 Law Library **\$469.00**
RE: Purchase of law books by the Circuit Court Clerk for the Law Library.
Staff Recommendation: Transfer requested funds from the Law Library to the General Fund and supplement by consent \$469.00 to 2101-5804.
Department: Board of Supervisors, Administration

**ITEMS REMOVED FROM CONSENT
ATTORNEY'S REPORT**

**ADMINISTRATOR'S REPORT
REPORTS AND INFORMATIONAL ITEMS**

20. [20-1519](#) **School - February, 2020 Financial Report**
Attached for your review is the February, 2020 month-end financial report from Dr. Bennett, Division Superintendent and Bruce McMillian, Director of Finance.

Department: Board of Supervisors, Administration
Documents: [School Financial Report.pdf](#)

SUPERVISOR CONCERNS

This time is for individual Board members to share information with other members of the Board and the public. Items presented under this heading requiring action will be for a future meeting agenda or to request additional information from staff members. No item presented under this heading shall be acted upon at this meeting without the unanimous consensus of the Board.

CLOSED SESSION

UPCOMING MEETINGS

Tuesday, March 24, 2020 @ 6:00 PM
Board of Supervisors Work Session
County Administration Office, Conference Room
153A Morton Lane, Appomattox, Virginia

Tuesday, March 31, 2020 @ 6:00 PM
Board of Supervisors Work Session
County Administration Office, Conference Room
153A Morton Lane, Appomattox, Virginia

Monday, April 20, 2020 @ 6:00 PM
Board of Supervisors Work Session & Regular Meeting
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, Virginia

ADJOURNMENT